

## Notice 2011/2019

1. By order of 23<sup>rd</sup> January 2019, of the President of Polytechnic of Leiria, Professor Rui Filipe Pinto Pedrosa, it was authorized to open, for a period of fifteen days, from the date of publication of this notice in the Diário da República, an international public tender for an assistant researcher for the pursuit of research and development activities in the area of Management and Economics.

In the form of a fixed term employment contract, for a period of three years, for the development of research activities in Centre of Applied Research in Management and Economics and job description: participate in the design, development and execution of R & D projects and activities; participate in the orientation and training of R & D fellows; assist the coordinator of the research unit in initiatives of science dissemination; assist the coordinator of the research unit in internal and external representation; identify, together with the research unit coordinator, opportunities for the development of multidisciplinary R & D activities.

### 2. Applicable Legislation:

- Decree-Law no. 57/2016 of 29th of August, which approved the hiring of doctorates to stimulate scientific and technological employment for all areas of knowledge hereinafter referred to as RJEC, amended by the Law 57/2017, dated 19th of July, and regulated by Regulatory Decree nr 11-A/2017, dated 29th December;
- Lei Geral do Trabalho em Funções Públicas, hereinafter referred to as LTFP (Public Employment Act), approved by Law n.º 35/2014, , in its current version, and Ordinance no. 83-A/2009, January 22th, in it's current version;
- Labour Code approved by Law no. 7/2009 of 12<sup>th</sup> of February, under its current version.

3. In the wording of the article 16 of RJEC, this procedure is exempted from the authorization of the members of the Government responsible for the areas of Finance and Public Administration, namely in paragraph no.3 of article 7 of the LTFP; from the prior favourable opinion of the members of the Government responsible for the areas of Finance and Public Administration as mentioned in no. 5 of the article 30 of the LTFP and from the procedure for the recruitment of workers in the requalification situation referred to in Article 265 of the LTFP.

4. In accordance with article 13 of the RJEC and according to the appointment, the jury is composed as follows:

President: Nuno Miguel Morais Rodrigues;

Member: Ana Lúcia Marto Sargento;

Member: Luísa Margarida Cagica Carvalho

Substitute Member: Neuza Manuel Pereira Ribeiro Marcelino;

Substitute Member: Andreia Tatiana Vitória.

5. The workplace will be at CARME – Centre of Applied Research in Management and Economics, located in Campus 2, or at any other facilities of Polytechnic of Leiria, in accordance with the requirements and needs of the research activities of the referred research unit.

6 The researcher to be hired under this insolvency proceeding will comprise the category of Assistant Investigator, which corresponds, according to the ECIC, the index 195, of the remuneration table applicable to the teaching career, corresponding to the monthly amount of € 3,191, 82.

7. The applicants may be national, foreign and stateless, with a doctorate degree in Management or Economics, and holding a scientific curriculum and training that reveals a profile suitable for the activities to be developed. If the doctorate degree was awarded by a foreign higher education institution it must comply with the provisions of Decree-Law no. 66/2018, August 16, and any formalities established there must be fulfilled until the expiration date of the application.

#### 8. Admission Requirements:

8.1 Applicants shall be at least 18 years of age or older, not be inhibited to holding a job in the public sector nor forbidden to perform the intended position; applicants shall also be in good health and possess the psychological profile required for the job and shall meet the compulsory vaccination requirements, in accordance with Article 17 of LTFP.

8.2 - Specific requirements for admission are those defined in the 7<sup>th</sup> paragraph.

9. According to article 5 of RJEC, selection is to be made based on the candidate's scientific and curricular evaluation.

10. Scientific and curricular career evaluation is based on relevance, quality and up-to-dateness:

a) of scientific and technological production in the last five years, deemed most relevant by the candidate;

b) of research activities, applied or based on practical work, developed in the last five years, deemed most impactful by the candidate;

c) of knowledge extension and dissemination activities developed in the last five years, namely under the scope of the promotion of culture and scientific practices, deemed most relevant by the candidate;

d) of the activities of management of science, technology and innovation programmes, in Portugal or abroad, deemed most relevant by the candidate.

11. The five-year period mentioned above may be extended by the panel, if requested by the candidate, whenever the suspension of scientific activities is justified on socially protected grounds like paternity leave, long-term serious illness, and other legal situations of unavailability to work.

12. The evaluation criteria are the following:

C1) Integrated evaluation of the candidate's scientific production in the past five years, departing from an overall view of the merits of his / her scientific and curricular trajectory, namely the coherence and quality of the CV: the diversity of quality scientific indicators, including books and book chapters, and articles in peer-reviewed scientific journals in the area for which the application was opened; experience in scientific guidance. In this parameter,

indicators that demonstrate experience of participation in multidisciplinary teams, with intervention in CARME activity areas, will be valued

C2) Assessment of applied or practice-based research activities developed over the past five years and considered to be of greatest impact by the candidate: coordination or participation in applied or practice-based research projects; coordination or participation in the provision of knowledge-intensive services to business or other organizations: a parameter that takes into account participation in activities involving the business organizations and / or the public sector, taking into account the type of participation, size, diversity, the intensity of knowledge and innovation. In this parameter, indicators that demonstrate experience of participation in multidisciplinary teams, with intervention in CARME activity areas, will be valued.

C3) Extension and dissemination activities in the last five years, namely: organization of scientific events; participation as speaker in scientific events; participation in dissemination activities and science dissemination;

C4) Candidates' interview, which is intended exclusively for evaluating the content and innovative nature of the candidate's research results, as well as the alignment between these results and CARME strategy.

13. The weight of the first three subcriteria defined will be as follows:

C1) 60%

C2) 35 %

C3) 5 %

Candidates will be ranked by the scientific and curricular evaluation (SCE) quantified by the following expression :  $SCE = 0,60 \times C1 + 0,35 \times C2 + 0,05 \times C3$ .

The three best candidates from the resulting list will be invited for a public interview (ENT), which will be conducted in English, and may be held by videoconference.

After this phase the three best candidates will be sorted by their final classification, resulting from the application of the following formula:  $FC = (SCE \times 0,9) + (ENT \times 0,10)$ .

14. The final classification of the candidates is expressed in a scale of 0 to 20 values, considering the valuation up to the hundredths. The jury shall deliberate by means of a nominal vote based on the selection criteria adopted and published; abstentions are not allowed.

16. Minutes of the jury's meetings, containing a summary of what has taken place in the meetings, as well as the votes cast by each of the members and their reasons, will be available to candidates whenever requested.

17. After completing the application of the selection criteria, the jury will draw up an ordered list of successful candidates with their classification.

18. The final decision of the jury is approved by the President of the institution, which also decides on the hiring.

19. Formalisation of applications:

19.1. Applications must be formalized using the formal request provided in the website of the Polytechnic of Leiria <https://www.ipleiria.pt/recursos-humanos/concursos/> addressed to the President, and the application must include:

- The reference of this notice;
- Full name, number and date of the identity card, tax identification number (if existing), date of birth, profession, residence and contact address, including e-mail and telephone contact.

19.2 The application must be accompanied by the documents proving the conditions laid down in paragraphs 7 and 8 for admission to this call, namely:

- a) Copy of the doctoral certificate or diploma;
- b) Copy of the PhD Thesis;
- c) Detailed Curriculum Vitae;
- d) Other documents deemed relevant by the candidate for the evaluation of the qualification in related scientific area;
- e) Copy of 5 publications deemed most relevant by the candidate;
- f) Letter of Motivation;
- g) Letters of Recommendation;
- h) Documents proving the professional experience;
- i) Other documents considered by the candidate as relevant.

19.3. The candidates must formalize their application, by digital format, the latter exclusively in portable document format (pdf), of the documents listed below, by e-mail to [ipleiria@ipleiria.pt](mailto:ipleiria@ipleiria.pt) or in person at Rua General Norton de Matos, Apartado 4133, 2411-901 Leiria, during attendance hours (09:00h to 12:30h and 14:00h to 17:30h); or by post mail registered and with post notice to Rua General Norton de Matos, Apartado 4133, 2411-901 Leiria.

20. Candidates who formalize their application incorrectly or do not prove the general requirements specified in this notice will be excluded from the tender. In case of doubt, the jury has the power to require any candidate to present documents proving their statements.

21. False statements by candidates will be punished in accordance with the law.

22. Preliminary Hearing: in accordance with no. 1, of article 30, of Ordinance 83-A/2009, January 22th, the excluded candidates will be notified by e-mail with delivery receipt, in the terms of article no. 121 of the Code of Administrative Procedure, after notification the candidates have 10 working days to pronounce about the decision.

23. Following the application of the selection methods, the draft final list of final candidates is notified to them in accordance with point 22 of this notice, for purpose of holding a hearing of interested parties, in accordance with the Code of Administrative Procedure and number 1, of Article 36 of Ordinance number 83-A/2009, of January 22<sup>nd</sup>, in its present redaction.

24. Publication of the unitary final ranking list of candidates: the unitary list of final candidates after homologation, will be published in the 2<sup>nd</sup> series of the Diário da República, affixed in the Polytechnic of Leiria Central Services and made available on its website [www.ipleiria.pt](http://www.ipleiria.pt).

25. Non-discrimination and equal access policy: Polytechnic of Leiria actively promotes a policy of non-discrimination and equal access, so that no candidate is privileged, benefited, disadvantaged or deprived of any right or exemption from any duty owing in particular to ancestry, age, sex, sexual orientation, marital status, family status, economic situation, education, social origin or condition, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological beliefs and trade union membership.

26. Under the terms of Decree Law no. 29/2001, of February 3, disabled candidates have preference in equal classification, which prevails over any other legal preference. Candidates must declare their degree and type of disability and the means of communication / expression to be used in the selection process, under the terms of the aforementioned diploma.

27. Publication of the notice: under the terms of no. 2 of article 11 of the RJEC, this notice will be advertised on the Public Employment Exchange website [www.bep.gov.pt](http://www.bep.gov.pt), on the Fundação para a Ciência e Tecnologia website <http://www.eracareers.pt/>, and on Polytechnic of Leiria website <https://www.ipleiria.pt/recursos-humanos/concursos/>.

Leiria, 25/01/2019 – The President, Rui Filipe Pinto Pedrosa.